

Sanjivani College of Engineering, Kopargaon

(An Autonomous Institute) Affiliated to Savitribai Phule Pune University.

At Sahajanandnagar, Post Shingnapur-423603, Ta: Kopargaon, Dist. Ahmednagar (MS)

Approved by AICTE, ISO 9001-2015 Certified, Accredited by NBA, Accredited 'A' Grade by MAAC.

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Research Promotion Policy

1st July 2024

A. Utilization of R&D Budget. (w.e.f. 2024-25)

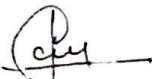
All head of departments are hereby informed that the following are the guideline constituted by the head of the institution for utilization of R&D budget. Activities and their expected outcomes are given below for the future reference of all faculty.

Sr. No.	Activity	Expected outcome	Remark
1.	Filing of IPR (Copyrights and Patents)	IPR should reach up to Grant level.	A registration fees will be refunded to the faculty/students only when first applicant in Sanjivani College of Engineering, Kopargaon. (Maximum Rs. 16,000/- will be given as incentive in one year per faculty)
2.	A research paper published by faculty.	Research Paper should be published in WOS/ SCI/ SCOPUS indexed Journal only will be considered after indexing in respective database.	An Amount of Rs. 4000/- per paper will be given as incentive for SCOPUS Indexed Journal and Rs. 5000/- per paper for SCI Indexed Journal. (Maximum Rs. 15000/- will be given as incentive in one year per faculty)
3.	Travel grant for paper publication in abroad.	Research Paper should be Published in WOS/ SCI/SCOPUS indexed Journal or Proceedings.	All faculty are directed to see travel grant scheme of AICTE/SPPU to present paper abroad. (As per the need, suitable amount will be given to the faculty as a travel grant by the institute)
4.	Funded research projects completed by the faculty.	Either research paper publication or IPR granted on the work.	1) Faculty can use 5% amount of research grant for the personal development in the department. 2) For funded project (DST/DSIR/UGC/ISRO/DRDO, etc.) of rupees more than Rs. 10 Lakhs, 20 Lakhs, and 50 Lakhs; an incentive of Rs. 15000/-, 25000/-, and 50,000/- respectively will be given to faculty.
5.	Research based product developed by faculty.	Product useful for the students and faculty for academic or research.	Maximum Rs. 20,000/ research grant will be sanctioned to one faculty to complete the research-based product.
6.	In-house products developed by the faculty.	The product must be ready for the implementation.	An Amount of Rs. 10,000/- will be given to faculty as incentive after effective implementation of the product.


7.	Students' projects have some research contribution or innovation.	Either research paper or IPR granted on it.	Registration fees of filing IPR will be given by the department through R&D budget. Maximum amount given will be 5000/- based on the receipt attached.
8.	Expert lectures, workshops organized exclusively for research activities	Faculty should make use of information shared by experts for students' projects and seminars.	All necessary expenses required will be considered in the R&D budget of the department concern.
9.	Innovation/research clubs at department level	Innovative research projects completed by students	An amount of Rs. 5000/- will be given to one group as the best project of the year (Department wise).

Important Notes:

- 1) IPR (Copyrights and Patents), research papers of faculty and students must include institute affiliation and mail ID is mandatory.
- 2) Faculty should not use the department R&D budget for their personal PhD work.
- 3) The amount will not be granted if expected outcomes are not fulfilled.
- 4) In case of Journals only Unpaid Journals will be given as incentive.
- 5) In case of patents department name should not be the first applicant, Only Sanjivani College of Engineering, Kopargaon should come.
- 6) Faculties will only be given Special Leave for Scopus Conferences. Conference fees will not be given.
- 7) In student Conference Papers and IPR activities, Author sequencing must be strictly followed as students followed by one mentor/guide who actually guided the project.
- 8) Amount will be given to the students and faculties after indexing of the paper in respective databases with the name of Sanjivani College of Engineering, Kopargaon.
- 9) Product development and any exceptional decisions will be taken in front of RAC committee after presentation.
- 10) In exceptional cases, the head of the institute will increase the amount of research grant sanctioned to individual faculty or group of students.


Dr. P. William
Dean, Research and Development




Dr. A.G. Thakur
Director
Sanjivani College of Engineering
Kopargaon

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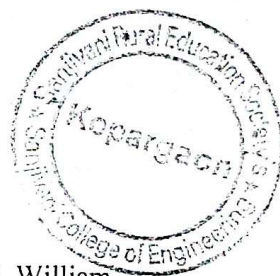
R&D Budget Utilization Guidelines

All HODs are hereby informed to utilize department R & D budget for the following research related activities throughout the year. Also, directed to pass every bill related to the following activities under the budget of R & D without fail.

Sr. No.	Activities
1	Awards given for research paper publications and patents
2	Awards given for product development activities by the faculty based on research outcome based on research paper/ patents.
3	Awards given for In-house products developed by the faculty based on research outcome based on research paper/ patents.
4	Expenditure for purchase of special R & D equipment.
5	Expenditure required for faculty development programs, expert lectures, workshops organized exclusively for research activities.
6	Amount paid (Traveling/Honorarium) for research progress presentations, pre-synopsis presentations, Research LIC committee, PhD admission process, etc.
7	Purchase of research books, periodicals and magazines, etc. in the library
8	Expenditure required for subscriptions of online Journals (IEEE +Elsevier +ASCE +ASME +Springer) as well as hard copies of Journals.
9	Expenditure required for purchase of plagiarism software.
10	Expenditure required for R & D support activities such as, maintenance, security, administration and clerical activities.
11	Expenditure required for deputing faculty for research-based workshops/conferences etc.
12	Expenditure required for conducting skill development and research-based courses.



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Research Advisory Committee (RAC)

(Roles and Responsibilities)

1st July 2024

Research Advisory Committee: There shall be Research Advisory Committee to strengthen the research and development activities of the institute.

Composition of RAC: The RAC included 05 distinguished faculty members with two-year terms.

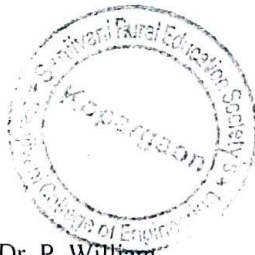
Sr. No.	Name of Faculty	Department	Designation
1	Dr. A. G. Thakur	Director	Chairman
2	Dr. P. William	Information Technology	Dean R&D
3	Dr. A. S. Sayyad	Structural Engineering	Member
4	Dr. G. Vijayakumar	Electrical Engineering	Member
5	Dr. Ritesh Patel	MBA	Member

Responsibilities of the Research Advisory Committee:

- Periodical review and assist in the progress of the research activities of the institute ensuring that appropriate core facilities are available.
- Preparing strategic plan for R&D activities of the institute.
- Developing guidelines and policies for certain R&D activities.
- Monitoring the utilization of R&D budget at institute level.
- Ensuring effective implementation of research promotion policy.
- Verifying quality of research papers, research projects, IPR, consultancy services etc. and recommend the application for the decided incentives as per research promotion policy.
- Reviewing quality of all the research proposals to be submitted to any funding agencies.
- Approval of final synopsis and thesis of the research scholars at different research centers of the institute.
- Six-monthly progress reports shall be submitted by the Research Advisory Committee to the Director.
- Committees have the authority to approve, reject or stop studies or require modifications to research protocols.
- Any exceptional cases related to R&D will be taken call in the RAC meetings.



Dr. P. William
Dean, Research and Development



Dr. A.G. Thakur
Director

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